

Sovereign Community School- Response to Probationary Terms

In addition, from my notes of last Thursday's State Board of Education meeting, please find the terms of probation and requirements of Sovereign Community School(SCS) below:

- Fiscal management plan, including schedule and plan for repayment of outstanding obligations, and designate an Oklahoma State Department of Education (OSDE)-approved independent fiscal agent that reports monthly to the OSDE. In addition, see items below relating to Board Meetings, financial reports and audit. Due: immediately begin planning and prepared to report by December 4, 2020.

-As of our last special board meeting, SCS school board has developed multiple committees including parents, community members, staff, and board members to delegate duties cited in our probation terms. We currently have 2 committees working on financial sustainability. One of our committees are specifically working toward financial sustainability so that we do not allow our current finances to become a repeat of this year.

-Currently we do not have an absolute timeframe set for repayment of outstanding obligations. However, SCS has put much urgency behind getting these financial items current. When our committees meet, they will be able to establish timeframes for repayment of outstanding debt.

- TRS was a major issue of one of our financial downfalls. Our Director of Operations, Stacie Thrasher, has been working directly with a representative from TRS and our payroll department representative with Jenkins and Kemper to get an actual amount owed so we can work to get the cash in the bank to pay those carried over debt amounts from last year.

-As of today,12/02/2020, we have all of our outstanding OMES payments up to date. We also received approval for our E-rate internet services which will cut out another cost for our school. We are currently utilizing Jenkins/ Kemper which will be reporting directly to the OSDE regarding our ongoing financial updates moving forward.

- Independent review and assessment of capacity and expertise of the governing board, taking into consideration current term limits for existing board members, and add membership as needed to allow the board to fulfill its governance duties. Due: immediately begin planning and prepared to report by December 10, 2020.

I have contacted both the OPSRC as well as the OSSBA to schedule this. We are working with Andy Evans from OPSRC and he has requested documents to begin the board evaluation.

- Ensure the timely and uniform reporting of actual costs and expenditures to the OSDE Office of School Personnel Records. Due: immediately.

I have re-visited this and currently working to correct the errors that were made including contract days, fringe benefits, and certified staff reporting. When reporting to the OSDE, the report had been submitted but was returned with errors and opened back up to repair these items.

- Timely reporting and work with OSDE to ensure work is done. Due: immediately.

Our board president, director of operations, and myself have been closely communicating with Brad Clark to clarify items as needed. We will continue to keep an open line of communication to ensure our reporting is done as needed in a timely manner. I know this was a direct request for improvement for myself and I am working to improve in this area as I become more financially literate.

- Timely and accurate completion of items addressed in the State Board meeting, including but not limited to School Personnel Records and reports relating thereto.
- Prioritize and expedite prior conditions, including:
 - Obtain an independent financial audit, to be conducted immediately and reported on.

We recently had our school audit on 11/30/2020 and are currently awaiting feedback.

- Financial reports. To be provided to OSDE/OSBE on a bi-weekly basis.

I will personally be working with our accountant at Jenkins and Kemper to get up to date financial reports on a bi-weekly basis following this report to be given 12/03/2020

- Board Meetings:
 - Bi-weekly meeting recommended.

SCS school board plans to meet b-weekly following our school board meeting on 12/03/2020

- Reconciled financials, income statements, balance sheets, budget to include amounts due and owed to Oklahoma Teachers Retirement

System and Santa Fe South Development Corporation. Due: Beginning December 4, 2020.

As stated above, we are working on a financial plan that includes but is not limited to fundraising and sustainable financial planning. Our team has also begun to reach out to tribal entities across Indian Country. These updates will include reconciled financials, income statements, balance sheets, and a budget to include TRS and SFS Dev. Corp.

- Compliance with applicable rules, regulations and policies. Due: immediately.

With new leadership of our school board, we are all working to adjust and make sure we have all required and helpful policies and procedures. SCS is in contact with NACA Inspired Schools Network, which have offered us with these supports as needed. SCS also has a committee that will be working to create, develop, and edit all needed and required rules, regulations, and policies

- Submit to the Oklahoma State Department of Education, board and committee meeting agendas, materials corresponding to agenda items, and minutes prior to each board meeting at the same time that these items are sent to the school's board members. Due: immediately.

Our agenda is being finalized and will be sent to the OSDE once it is approved and posted. We will continue this communication moving forward for not only good standing with the OSED but for our school's records and organization as well.